

**NOTICE FOR PROFESSIONAL SERVICES  
2016-PROF-5**

Pursuant to the provisions of HRS 103D Procurement of Professional Services, the County of Kaua'i hereby provides public notice to invite persons engaged in the professional services listed below to submit current statements of qualifications and expressions of interest for the fiscal year 2015- 2016:

**A. COUNTY AUDITOR**

**1. Title of Project: SPECIAL COUNSEL (PRIVATE ATTORNEY) SERVICES**

**Description:** Representation of the Office of the County Auditor in implementing powers to compel production of witnesses and records, primarily from County employees and departments, pursuant to Kaua'i County Charter section 32.02.C. The attorney(s) providing services must be licensed to practice in the State of Hawai'i.

**Estimated Cost:** To be determined.

**Estimated Contract Time:** 365 calendar days or until audit is closed

**2. Title of Project: AUDITING SERVICES**

**Description:** The services of experienced auditors are needed to conduct financial and performance audits; examine related information systems and procedures of accounting, reporting and internal controls; and review for compliance with laws, regulations, and contracts of County units, within the County Auditor's authority. Certified public accountant (CPA) certification, certified in Hawai'i, is required for firms or individuals desiring to conduct financial audits.

**Estimated Cost:** To be determined.

**Estimated Contract Time:** 365 calendar days or until audit is closed

**CONTACT PERSON:** Stephanie Iwasaki, Program Audit Analyst  
**Phone:** (808) 241-4181

**B. DEPARTMENT OF PUBLIC WORKS – WASTEWATER DIVISION**

**1. Title of Project: LĪHU‘E WWTP INFLUENT CHANNEL AND FLOW METER DESIGN**

**Description:** The County of Kauai, Wastewater Division, Department of Public Works is seeking a Professional Engineer with recent experience with wastewater treatment plant design. Scope of work includes: assess existing influent channel and flow meter at the Līhu‘e wastewater treatment plant; preliminary and final engineering design for modification of influent channel and replacement influent flow meter; preparation of plans, specifications and estimates for construction bidding for the modification work; services during bidding and construction; and associated related services necessary for project planning, design and construction.

Interested parties or firms are invited to demonstrate recent experience with municipal wastewater treatment plant design. Demonstrated experience with successful design of influent flow meters for municipal treatment plants with flows in the range of 1 to 10 million gallons per day is necessary.

**Estimated Cost:** \$30,000.00

**Estimated Contract Time:** 12 months

**2. Title of Project: ‘ELE‘ELE SUBDIVISION SEWER COLLECTION SYSTEM REHABILITATION DESIGN**

**Description:** The County of Kauai, Wastewater Division, Department of Public Works is seeking a Professional Engineer with recent experience with wastewater collection system rehabilitation design. Scope of work includes: review available CCTV imagery, PACP coded inspection reports, and County sewer maintenance records to assess areas requiring sewer and manhole renovations; preliminary and final engineering design for sewer and manhole renovations; preparation of plans, specifications and estimates for construction bidding for the renovation work; services during bidding and construction; and associated related services necessary for project planning, design and construction.

Interested parties or firms are invited to demonstrate recent experience with wastewater collection system rehabilitation design for municipal collection systems in the state of Hawai‘i. Demonstrated experience with successful design of rehabilitation projects including trenchless methods for small diameter (8-inch or smaller) sewers, and manhole rehabilitation for municipal sewer systems in residential and commercial areas and along state highways in Hawai‘i is necessary.

**Estimated Cost:** \$100,000.00

**Estimated Contract Time:** 18 months

**3. Title of Project: HANAMĀ‘ULU SEWER COLLECTION SYSTEM REHABILITATION DESIGN**

**Description:** The County of Kauai, Wastewater Division, Department of Public Works is seeking a Professional Engineer with recent experience with wastewater collection system rehabilitation design. Scope of work includes: review available CCTV imagery, PACP coded inspection reports, and County sewer maintenance records to assess areas requiring sewer and manhole renovations; preliminary and final engineering design for sewer and manhole renovations; preparation of plans, specifications and estimates for construction bidding for the renovation work; services during bidding and construction; and associated related services necessary for project planning, design and construction.

Interested parties or firms are invited to demonstrate recent experience with wastewater collection system rehabilitation design for municipal collection systems in the state of Hawai‘i. Demonstrated experience with successful design of rehabilitation projects including trenchless methods for small diameter (12-inch or smaller) sewers, and manhole rehabilitation for municipal sewer systems in residential and commercial areas and along state highways in Hawai‘i is necessary.

**Estimated Cost:** \$200,000.00

**Estimated Contract Time:** 18 months

**CONTACT PERSON:** Ed Tschupp, Chief, Wastewater Management Division  
**Phone:** (808) 241-4084

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Parties or firms interested in providing the professional services listed shall transmit the resume and letter of interest electronically to [cokpurchasing@kauai.gov](mailto:cokpurchasing@kauai.gov).

The letter of interest shall include:

1. Project number and title; (for example: A.1 – Special Counsel (Private Attorney) Services)

2. Name of the department(s) to which the resume(s) is/are to be directed.
3. Signature of an authorized representative.

The email subject line shall include the following reference:

**2016-PROF-5 – Project Number – Company’s name (for example: 2016-PROF-5 – A.1 – XYZ Co.)**

**Resumes submitted with reference number 2016-PROF-5 stated in the subject line will receive a delivery confirmation by our email system upon receipt. Note if the reference number is not stated exactly in the subject line as noted, a delivery confirmation may not be sent.**

**The resumes may be electronically transmitted in either MS Word or PDF format.**

Resumes should include:

1. Reference to this Notice by noting “**2016-PROF-5**” on the cover page of each resume.
2. The name of the firm or person, the principal place of business, and location of all of its offices.
3. The age of the firm and its average number of employees over the past five (5) years.
4. A description or narrative of the firm and statements of **experience and professional qualifications** (education, training, licenses, credentials) of the principals and staff members to be involved, and supporting data as it relates to the proposed projects.
5. A list of **projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies undertaken and completed** within the last five (5) years (including dates); the amount of the projects, owners of the projects and the scope of work performed; the names of up to five (5) clients who may be contacted, including at least two (2) for whom services were rendered during the preceding year.
6. **Capacity to complete the work in the required time**
7. Any other pertinent data that should or may be considered in the evaluation of the firm's qualifications.

**Consultants are further notified of the requirements of Act 190, SLH 2011, SB 758, wherein the County of Kaua‘i is required to utilize the Hawai‘i Compliance Express (HCE) to obtain proof of compliance of: a tax clearance from the State Department of Taxation, and the U.S. Internal Revenue Service, State Department of Commerce and Consumer Affairs, and State Department of Labor and Industrial Relations **prior to the issuance of an award.** Consultants**

are strongly encouraged to register for HCE so as to allow for needed proof of compliance prior to the issuance of an award.

The furnishing of consultant services shall comply with the General Terms and Conditions for Professional Services, dated June 2014. A copy of the document can be found at [www.kauai.gov](http://www.kauai.gov), using the following links: Government > Department>Finance>Division of Purchasing.

Awards shall be electronically posted on the County of Kauai website within seven (7) days of the contract award: <http://kauai.gov>; follow: County Agencies; Finance - Purchasing Division; Tabulations and Awards; Professional Services.

Resume submissions shall be received by the deadline of 2:00 P.M. (Hawaii Standard Time), **September 11, 2015. Late submissions will be returned.** Risk of late delivery shall lie with the sender.

Ken M. Shimonishi  
Director of Finance  
County of Kaua'i

Publicized: August 11, 2015, <http://www.spo.hawaii.gov> and <http://www.kauai.gov>